

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, March 9<sup>th</sup>, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 9<sup>th</sup>, 2004, with the following members present: Deanna Santema, Dennis Falken, Donald Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Todd Struwe, Trish Sterud, Linda Penrod, Joyce Dragseth, Robert Hill, Vicki Hanna, Ted Eggebraaten, Gary Heldt, Jan Willmott, and Marcus da Cunha.

Chairperson Deanna Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Deanna Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the March 9, 2004 Commission Meeting, and the minutes from the March 2, 2004 Commission Meeting. Travel/Education: Wm. Mark Kratochvil to go to Sioux Falls, SD on April 16, 2004 to attend a Child Abuse Educational Seminar. E911 Travel: Tim Tompkins, Mark Stratton, and Monic Darrow to go to Overland Park, KS to attend the Association of Public Communications Officers Conference. Dawna Budahl and Deb Stamm to go to Rapid City, SD to attend the South Dakota Chapter of Association of Public Communications Officers Conference.

## **ROUTINE BUSINESS**

Motion by Klavetter, seconded by Negstad, to approve the following claims. Role Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye," Motion passes. Allied Oil, tires \$265.68; Arlington Sun, public notice \$11.08; Cyndi Ault, meals/payroll advance \$530.00; Aurora Fire Department, fire-fighter equipment \$3,189.27; Banner Associates, engineering fees \$624.05; Beck Motors, 2004 Chevrolet pick-up \$21,145.00; Eugene Beckman & Sons, parts \$27.40; Bennett County Auditor, prisoner housing \$90.00; Kris Bothwell, payroll advance \$500.00; Boyer Ford Truck, parts \$592.42; Bozied Oil Co, car washes \$270.00; Bkgs Area Chamber, leadership classes \$400.00; Bkgs City, utilities \$8,662.80; Bkgs Co Treasurer, title/plates \$13.00; Bkgs Register, publications/subscriptions \$672.57; Bkgs Engraving, nameplate \$8.00; Bkgs Hospital, ambulance/medical \$882.40; Bkgs Inn, LEPC lunch \$135.59; Bkgs Police Dept, animal control \$334.08; Brown & Saenger, voter registration cards \$111.43; Denise Brown, payroll advance \$500.00; Bureau of Homeland Security, registrations \$500.00; Butler Machinery, parts/labor \$1,710.37; Don Carlson, MI hearing \$15.00; CarQuest Auto, seal beam \$8.59; Cellular One, telephone \$636.66; Central Business Supply, office supplies/chairs \$6,011.20; Chemco, janitorial supplies \$130.08; Cook's Recycling, commercial service \$147.00; Dell Marketing, firewall/anti-virus/switch \$3,820.70; Den-Wil, rent \$788.12; Donna Dietrich, MI hearing \$122.07; Joyce Dragseth, meals \$30.00; Drake Equipment, truck box \$13,926.00; East-Central Multi-District, classes \$165.00; East Dakota Water, monthly water conserv \$402.18; Electronic Security, camera/audio systems \$8,948.15; LG Everist, sand \$1,648.91; Foerster Wholesale, janitorial supplies \$168.25; G&K Services, laundry service \$222.26; Gall's, speaker/lights \$809.96; Graybar Electric, lamps \$107.16; Mark Halverson, payroll advance \$500.00; Patricia Hartsel, transcripts

\$18.00; Hauff Mid-America Sports, shirts \$180.00; Dr. Konrad Hauffe, dental \$173.64; Heiman Fire Equipment, fire equipment \$1,341.34; Gary Heldt, meals/mileage/motel \$522.12; Robert Hill, gas/meals/mileage \$328.48; Tim Hogan, CAA \$990.89; Justin Hyde, CAA \$931.40; Hy-Vee Food Store, rolls \$23.97; Index, office supplies \$62.54; Insty-Prints, phone cards \$57.44; Integrated Business Solutions, technology service \$3,015.00; Inter-Lakes Community Action, support worker \$629.00; ITC, database \$693.45; Randy Jensen, meeting/mileage \$33.12; Mike Kidwiler, meeting/mileage \$32.25; Emil Klavetter, meals/mileage \$62.95; Darrell Kleinjan, meeting/mileage \$36.02; Mel Kloster, meals/mileage/dues/room \$474.59; Dale Kneebone, payroll advance \$500.00; Duane Knutson, meeting/mileage \$27.61; Nelva Kooistra, MI hearing \$15.00; L&L Parts, parts/filters \$149.22; Linweld, supplies \$81.70; Douglas Lukonen, soap \$18.95; Lyle's Signs, sign \$43.38; ME McCann, CAA \$607.83; Donald McCarty, CAA \$770.95; McCleod's Print & Office, appeal forms \$125.80; MCI, telephone \$273.24; M&T, medical supplies \$34.40; Mastercard, gas/motel \$489.51; Mediacom, internet \$55.95; Menard's, ladder \$169.00; Miller & Sweir, MI hearing \$129.60; Mills & Miller, de-icing salt \$3,493.32; Minnehaha Co Juvenile Detention, foster care \$1,700.00; NACVSO, membership dues \$30.00; Mary Negstad, meals/mileage \$36.40; Darrell Nelson, meeting/mileage \$30.51; Nancy Nelson, CAA \$320.40; Jody Odegaard-Smith, CAA \$1,432.50; Mike Olson, meeting/mileage \$37.76; Robert Olson, payroll advance \$500.00; Bella Opatz, payroll advance \$500.00; Otis Elevator Company, maintenance \$859.38; Pro-Action, uniforms/batteries \$218.62; Prussman Contracting, execution \$593.68; RFD News, publications \$814.24; Ramdell's, LP gas \$190.00; Rapiscan, X-ray scanner \$16,550.00; Reliance Telephone, phone cards \$800.00; Dept of Revenue, MV/birth & death fees/admin fees/blood tests/catastrophic \$213,349.60; Robert Rochel, meeting/mileage \$34.57; Running's Big R, supplies/lawn spreader \$52.82; Layne Saathoff, meeting/mileage \$38.34; SD Federal Property Agency, office supplies \$29.25; SDSU Ag, shrubs \$20.00; Shepardson's True Value, hardware \$22.12; Lisa Sik, payroll advance \$500.00; Sioux Falls Two Way Radio, parts \$71.15; Sioux Valley Hospital, registration \$40.00; Software Services, computer assistance \$2,697.50; Sprint, telephone \$41.40; Staff Search, temp help \$927.18; Stan Houston Co, parts \$34.65; State Steel of SD, steel \$476.46; Rose Marie Stee, meals/mileage/registration \$380.52; Sturdevant's Auto, parts \$260.11; Laurie Tangen, meals/mileage/ supplies \$167.55; Michael Thompson, CAA \$658.40; Tuft's University, subscription \$28.00; VandenBerg Law, CAA \$504.00; Viking Office Products, office supplies \$91.47; Barry Vlasman, CAA \$111.60; Stephanie Vogel, flowers \$36.01; Wagner Real Estate, inspection fees \$100.00; Wal-Mart, office supplies/medicine \$247.74; West Group, law books \$763.50; Wireless World, cell phone \$179.98; Xerox, maintenance \$108.22; Yankton Co Sheriff, service fee \$16.50; Yankton Co Treasurer, MI hearing \$91.05; Juror/Witness Fees: Celeste Jensen \$31.60; Angela Kuechenmeister \$20.00; Missy Mitchell \$20.00; Todd Moore \$20.00.

Emergency Management Director, Todd Struwe met with the board to discuss departmental matters and upcoming training programs.

Zoning & Drainage Director, Robert Hill met with the board to discuss departmental matters, upcoming meetings and training programs.

Community Health Nurse, Trish Sterud met with the board to introduce new Community Health Nurse, Linda Penrod.

Treasurer, Vicki Hanna met with the board to discuss departmental matters and to distribute a Wheel Tax map and spreadsheet.

Highway Superintendent, Ted Eggebraaten met with the board to discuss the Highway matters and upcoming meetings.

Weed and Pest Supervisor, Gary Heldt met with the board to discuss departmental matters, West Nile concerns and grant programs, upcoming meetings and training, and to distribute truck pictures.

Director of Equalization, Joyce Dragseth met with the board to discuss departmental matters, travel & education, technology matters, Local boards, Equalization boards and office location. Dragseth distributed information packets with township values and maps.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, the Highway transfers for the month of February 2004 in the amount \$3,079.62, was transferred for expenditures to increase the Highway budget due to work performed and supplies furnished for various non-highway departments.

Be it noted, Bakken presented the Auditor's Account with the Treasurer of the Month of February 2004 as follows:

February 2004

Total amount of deposits in banks.....	\$5,989,944.66
Total amount of actual cash: Currency.....	9,273.00
Coins.....	89.12
Total amount of checks/drafts in Treasurer's possession not exceeding 3 days.....	46,302.96
Itemized list of all items, checks, and drafts in Treasurer's possession over 3 days...	13.00
Insufficient checks.....	90.00
T O T A L .....	<u>\$6,045,712.74</u>

Commission Assistant/Personnel Director, Stephanie Vogel met with the board to discuss Personnel Matters, Event Center Agreement Amendment, Technology Information, Soil Conservation District Annual Report, and correspondence. Be it noted, the board approved the Routine Personnel Action Notices for Michael Erickson, Randy Ribstein, and accepted the Voluntary Resignation from Laurie Sebring. Motion by Falken, seconded by Negstad, to approve and authorize Chair Santema to sign the Request to Fill Vacancy for a Full-time Female Correctional Officer. Role Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye." Larson "Aye," Santema "Aye," Motion passes.

Zoning & Drainage Director, Robert Hill met with the board to present the following plats for approval.

Motion by Klavetter, seconded by Negstad, to approve for recording purposes Resolution 04-12. A Resolution for the plat of Lot 1, Peter & Sandra Torino Addition in the SE1/4 of Section 32-109-50 in the County of Brookings, South Dakota. Role Call Vote: Falken "Aye," Klavetter "Aye." Larson "Aye," Negstad "Aye," Santema "Aye," Motion passes.

Motion by Falken, seconded by Klavetter, to approve for recording purposes Resolution 04-13. A Resolution for the plat of James Addition located in the SE 1/4 in Section 9-109-50 in the County of Brookings, South Dakota. Role Call Vote: Klavetter "Aye." Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye," Motion passes.

Navitas Energy Senior Project Developer, Marcus da Cunha, Robert Hill, and Ted Eggebraaten met with the board to discuss the Easement Application Process for Brookings County Rights of Way for Wind Farm power cable lines.

### **COMMISSIONER'S OPEN DISCUSSION**

Be it noted, the board discussed the SDSU Health Services correspondence, travel requests, the Event Center Board meeting, Technology matters, the Board of Health, West Nile, the NACO Conference, the Liquor Tax, the Attrition Report, Training Programs, and the Commission Meeting Policy Statement.

### **EXECUTIVE SESSION**

Motion by Negstad, seconded by Klavetter, to go into executive session at 10:47am. Role Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chair Santema declared executive session over at 10:50am. Commission Assistant/Personnel Director, Stephanie Vogel and Auditor, Jan Willmott were present during the Executive Session. Reason - Personnel Matters. No action at this time.

### **ADJOURNMENT**

The Chair declared the meeting adjourned until 8:30am Tuesday, March 16, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office